Attendees: Kathy Smith, John Johnston, Angelina Hill, Tracey Thomas, Jeff Cummings, Ahn Fielding, Joe Hash, Carla Spalding, Lee Lindsey, Keith Snow-Flamer, Lynn Thiesen, Paul DeMark, Ryan Emenaker, Ron Waters, Erin Wall

Agenda

1. Committee Description – Expanded Cabinet members reviewed the committee description. Kathy noted that the current membership is missing representation from ASCR.

2. Accreditation Update – ALO Jeff Cummings reported that he has been working with Cabinet on an ACCJC assignment matrix where they are assigning people and departments to the sub-standards. Jeff reported that the DE task force has met several times and they are working on a draft substantive change proposal.

3. 2014-15 Annual Plan – Persistence Theme – Angelina reported that the IEC met numerous times to draft the 2014-15 Annual Plan. Important action items were carried forward from the 2013-14 Annual Plan. Angelina reported that she is tracking the progress of the 2013-14 Annual Plan. Angelina reported that the Annual Plan was developed from data from program review, assessment dialog and past plans. One of the action items of the 2014-15 Annual Plan is to redo the Education Master Plan.

4. Budget Update – Lee reported that it is mission critical to near term fiscal solvency for the District to stabilize enrollments and begin to show modest growth. Lee reported that the enrollment projection for 2014-15 is 4,137. This projection calculates FTES over four terms including two summers. Lee reported there will be a $1.4 million shortfall in 2014-15. The 311Q report states that CR has “significant problems.” Cabinet Members asked if the Administration could provide suggestions on how to increase retention and how the campus community could have shared ownership of student retention. Keith stated that it will take a couple of years to reach optimal enrollment.
5. Enrollment Management- Keith stated that from 2006-07 to 2012-13 enrollments have declined 47 FTES per year. Keith talked about the need to change the infrastructure to match optimal enrollment. Keith reported on some of the changes like future funding based on completion. Keith gave an update on dual enrollment and the incorporation of adult education.

6. Accounts Receivable- Lee reported that residence hall students now need to verify financial resources. Lee reported that 1.1% of all accounts make up 26% of delinquent debts.

7. Update on Bond Projects-Lee reviewed the list of scheduled improvements.

8. Centers and Sites-Kathy is considering a hearing or special meeting in Fort Bragg regarding suspending operations at the Mendocino Center. Lee reported that enrollments at the Mendocino Center have dropped from 250 last year to 170 this year. Lynn reported that the Managers’ Council supports the suspension of operations at Mendocino.

9. Business Office Policy Changes – Lee reported that the Business office will no longer cash checks or mail parcels. Also, Lee stressed the importance of completing a purchase order before submitting an invoice.

10. Disc Golf Course-Lee announced that the Disc Golf Course will be closed this summer. Joe warned the committee that closing the CR disc golf course has the potential to make community members upset.